

**Lancaster County Conservation District  
Erosion & Sedimentation Committee Meeting Minutes  
Thursday December 28, 2023  
LCCD Upstairs Conference Room #218  
and virtually via ZOOM**

In attendance: Jay Snyder, Greg Strausser, Chris Thompson, Matt Kofroth, Adam Stern, Eric Hout, Shannon Erdman

Meeting Called to Order

1. Informational Updates

a. Hiring of Administrative Specialist

**Adam provided an update on the hiring process for an Administrative Support Specialist. Candidates have been interviewed and the selection committee (Adam Stern, Matt Kofroth, Sallie Gregory, Eric Hout) is planning to offer a final candidate for approval by the Personnel Committee/Board of Directors at the meeting next week (1/3/23).**

**This position will be assigned to the E&S Department for ~50% of their time and other Departments (Watershed, Education, Administration) for the other ~50%. Budget for the position will match that arrangement with 50% from the E&S Budget and the remainder coming from other Departments.**

**Chris highlighted that the selected candidate will be physically seated at the current front desk of the District Office next to Holly Shaub.**

b. Updates to Technician Coverage Map

**Adam presented the Technician Coverage Map that will become effective 1/1/24. Staff will take care of updating the website and coordinating/communicating with the regulated community. The coverage map will be continuously evaluated moving into 2024 taking into consideration any changing development patterns and recognizing the addition of a new technical staff late in 2023.**

**Adam provided an update that Eric Hout has added a CESSWI (Certified Erosion, Sediment and Stormwater Inspector) certification to his title. In addition, Rachel DiRosato is currently working toward passing the FG (Fundamentals of Geology) exam in hopes of achieving the title of GIT (Geologist in Training).**

2. Business Items

a. 2024 Building Industry Award

**Committee discussed nominations for the 2024 Building Industry Award. Discussion centered on the intent of the award and wanted to recognize proactive compliance and those who go above and beyond the bare minimum required by regulations.**

**Greg Strausser made a motion to present the award to the Walnut Street Extension project in East Lampeter Township. Jay Snyder seconded. Motion passed.**

**The Committee also directed staff to send letters of recognition to 4 other nominees (Atlantic Sunrise Pipeline, ELA Group Inc., Rock Road Construction, & PA DEP RPCO) following presentation of the award in March. Letters will acknowledge the good work completed this year and state that the Committee considered them for the award. Letters will be specific in recognizing particular actions that show a commitment to protecting natural resources. Adam will draft the letters and Jay will sign them as the Committee chair.**

3:00 PM Meeting Adjourned

Next Scheduled Meeting

Thursday January 25, 2024 @ 1:30 PM

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